

Resolution 24-68, November 7, 2024 RCCM

***Nunc Pro Tunc* Authorization for RFP for the Water Treatment Plant Filtration System Upgrade**

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NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Kotzebue *nunc pro tunc* authorizes and confirms the City Manager’s issuance of an RFP for design/build contractor(s) this past week as set forth in Exhibit “A” attached hereto and incorporated by reference herein.

PASSED AND APPROVED by a duly constituted quorum of the City Council of the City of Kotzebue, Alaska, this 7th day of November, 2024.

CITY OF KOTZEBUE

Derek Haviland-Lie, Mayor

[SEAL]

ATTEST:

Paeton Schaeffer, City Clerk

Attachment: Exhibit “A” – RFP for Design/Build Contractor(s) for WTP Filtration System Upgrade [4 pages]

City of Kotzebue
Request for Proposal (RFP) – Water Treatment Plant Filtration System Upgrade During the Winter/Spring 2024-2025

RFP Number: 2024-05

Date Issued: October 30, 2024

Proposal Due Date: December 2, 2024

I. PURPOSE

The City of Kotzebue is soliciting proposals from qualified Design-Build contractors and firms for the winter/spring 2024-2025 design, procurement, and installation of an upgraded filtration system for the city's new water treatment plant. The intent of this project is to enhance water quality, ensure compliance with current regulatory standards, and optimize operational efficiency.

II. BACKGROUND

The City of Kotzebue relies on a new water treatment plant constructed in 2023 to deliver potable water to residential and commercial users. The existing filtration system has challenges adequately removing, among other things, high levels of manganese, leading to inefficiencies and a need for improvement. An updated filtration system installed during the winter/spring 2024-2025 is essential to meet state and federal water quality regulations and support the city's commitment to public health and safety.

III. SCOPE OF WORK

The selected contractor will provide a full solution for upgrading the water treatment plant filtration system **during the winter/spring 2024-2025**. The scope of work includes:

1. Design Phase:

- Assessment of the current system's performance.
- Development of a detailed design for the new filtration system that mitigates deficiencies.
- Compliance with EPA, state, and local water quality standards.
- Submission of design documents for city review and approval.

2. Procurement of Equipment:

- Provision of all necessary materials and equipment, including filtration media, tanks, pumps, and control systems.
- Emphasis on energy-efficient equipment compatible with existing infrastructure.

3. Installation and Construction:

- Removal and disposal of the existing filtration system as required.
 - Installation of the new system, including mechanical, electrical, and control components.
 - Coordination with city staff to minimize disruptions to water service.
 - Startup, testing, and commissioning of the system for optimal operation.
4. **Training and Documentation:**
- Training for city staff on system operation and maintenance.
 - Delivery of manuals, maintenance schedules, and as-built drawings upon project completion.
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IV. PROJECT REQUIREMENTS

1. **Compliance:** All work must meet Alaska Department of Environmental Conservation (ADEC) standards, EPA regulations, and City of Kotzebue ordinances.
 2. **Timeline:** The City requires immediate action. Anticipated Substantial Completion is April, 2025
 3. **Budget:** The budget for this project is up to the approved amount by the State Revolving Fund Loan and inclusive of all costs associated with design, procurement, installation, and commissioning.
 4. **Warranty:** A minimum one-year warranty on equipment and workmanship is required, with extended warranties where available.
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V. PROPOSAL REQUIREMENTS

Interested contractors should include the following in their proposal:

1. **Company Information:**
 - Name, address, and primary contact information.
 - Overview of the company's history and relevant experience of work in the Arctic and Subarctic and in water treatment systems in the Arctic and Subarctic.
2. **Technical Proposal:**
 - Detailed description of the approach to the project, including design and installation.
 - Information on the proposed filtration technology, including technical specifications.
3. **Project Timeline:**
 - Detailed timeline for the winter/spring 2024-2025 covering key project phases, including design, procurement, installation, and commissioning by the end of spring 2025.

4. **Cost Proposal:**

- Provide rates that will be used for both design and construction. Rates should include a full list of personnel, supplier and sub-contractor fees.

5. **References:**

- At least three references from similar projects completed in the last five years.

6. **Proof of Insurance and Bonding:**

- Proof of liability insurance, worker's compensation, and bonding coverage.
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VI. EVALUATION CRITERIA

Proposals will be evaluated on the following:

1. **Technical Approach** – Quality of proposed filtration system and design approach. **[10 points]**
 2. **Experience and Qualifications** – Relevant experience and qualifications of the **Design-Build** team and experience in Northwest Alaska. **[20 points]**
 3. **Equipment Mobilization**- Design build team has **the necessary** equipment to mobilize a team in Kotzebue **during the winter/spring 2024-2025. [25 points]**
 4. **Cost** – Alignment with budgetary expectations and overall cost competitiveness. **[20 points]**
 5. **Project Timeline** – Feasibility and efficiency of the proposed timeline for the winter/spring 2024-2025. **[15 points]**
 6. **References** – Positive feedback and successful project outcomes from prior clients. **[10 points]**
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VII. SUBMISSION INSTRUCTIONS

Proposals must be submitted no later than December 2, 2024 at 5PM to:

City of Kotzebue

ATTN: Russ Ferguson, Public Works Director

P.O. Box 46, Kotzebue, AK 99752

Email: customerservice@kotzebue.org and rferguson@kotzebue.org

Phone: 907-442-3401 Cell 907-412-3656

Proposals should be submitted in both electronic and hard copy formats.

VIII. QUESTIONS AND ADDENDA

All questions regarding this RFP must be submitted in writing to customerservice@kotzebue.org by November 15, 2024. Responses to questions will be issued to all bidders in an addendum format within 5 business days.

IX. TERMS AND CONDITIONS

The City of Kotzebue reserves the right to reject any or all proposals, waive informality in the RFP process, and award the contract based on the best interests of the City.

We look forward to reviewing proposals and collaborating to enhance the quality and reliability of Kotzebue's water supply.

Issued by:

Tessa Baldwin
City Manager
City of Kotzebue